



Newton Fire Department
Bureau of Fire Prevention
1164 Centre St. Newton, MA 02459
Main: 617-796-2230 Fax: 617-796-2239

Request for a Fire Detail

1. Permit # (if applicable)*	
2. Company Name*	
3. Company Address*	
4. Company Phone Number*	
5. Person requesting detail*	
6. Billing name and Address (if different)	
7. Location of Detail*	
8. Reason for Detail*	
9. Indoors or Outdoors*	
10. Date(s) Requested*	
11. Start Time*	
12. Number of FF's needed*	
13. On Site Contact Person*	
14. On Site Contact Phone Number*	
15. Signature*	

* These fields are required to be filled out or the detail **WILL NOT** be filled

Please write clearly and legibly. Requests that are unreadable **WILL NOT** be filled.
Forms need to be faxed to 617-796-2239 **NO LATER** than 1 p.m. the day before the detail.

Details for Monday need to be faxed in by 1 p.m. the Friday before the detail.

Any detail cancelled within 24 hours of the detail will be charged a 4 hour minimum.

Detail from 0-4 hours are billed as 4 hours. Details from 4-8 hours are billed as 8 hours.

Details longer than 8 hours are billed hourly.

The detail rate is \$49.50/hr. Details of 4 or more FF's include a supervisor at \$54.50/hr.